



**HOW TO APPLY:**  
**MASTER OF HEALTH CARE**  
**ADMINISTRATION AND POLICY**

**STEP 1: Review the Graduate College website for admission requirements and application information:**

[U.S. Applicants](#)

[International Applicants](#)

**STEP 2: Apply to our Master of Health Care Administration program through the UNLV Graduate College**

1. Visit the UNLV Graduate College website → <http://www.unlv.edu/graduatecollege>.
2. Click on the “Apply Now” button.
3. You will be taken to the login page of the Graduate College online application, the Grad Rebel Gateway. If you have not yet created an account for yourself, click on the “New User” link to create a username and password.
4. When you log into the Grad Rebel Gateway for the first time, you will need to go to the “My Profile” tab to create your profile.
5. Once you have completed your profile, click on the “My Application” tab
  - a. If it is your first time in the system, click on the Active Application link to start your application.
  - b. If you have previously logged in and wish to add a new application, click on the “Create Application” button.
6. Application Type
  - a. Application Type = “Degree or Certificate Application”
  - b. Level of Study = “Masters”
  - c. Program of Study = {Health Care Administration M.H.A.}
  - d. Term of Admission = {select the term you wish to apply for}
  - e. Once you have completed all of the questions on the page, check the box at the bottom next to “I have completed this section of the application. Selecting this box will update this section as complete on the application checklist.” and click the “Save and Continue” button to advance through the rest of the application.
7. Advance through the rest of the pages of the application. Be sure to refer to the Checklist on the “Home” tab of the application to monitor the status of required documents.

8. Submit and pay for your application.

**STEP 3: Submit your GRE or GMAT and TOEFL scores to UNLV**

1. A competitive score on the GRE or GMAT needs to be submitted. Students do not need to send in a hard copy of their scores; however, they must request to have their scores sent electronically from ETS to UNLV. Students must use our institution code **4861**.
2. A satisfactory score on the Test of English as a Foreign Language (TOEFL) is required for applicants whose first language is not English. You must have your scores sent to UNLV. For information on how to send TOEFL scores, please visit the [TOEFL website](#).

**STEP 4: Submit the following to:**

**MHA.admissions@unlv.edu**

**Or**

**UNLV School of Community Health Sciences  
MHA Program  
4505 Maryland Parkway, Box 453063  
Las Vegas, Nevada 89154-3063**

1. A one- to two-page personal essay describing why you want to pursue a career in health care management.
2. Your resume.